



Guidelines and Instructions for Public Comment

1. Any individual who desires to provide public comment on any agenda item must provide his or her name and organization on the sign-in sheet. The individual will be required to identify which of the following four items they wish to comment on: General Public Comment, Working Group/Project Status Review, Unfinished Business and New Business.
2. As agenda items are introduced, the Chairperson will recognize the person(s) requesting the opportunity to make public comment on that particular agenda item.
3. The Board discourages duplication or repetition of comments and will request that groups or organizations be represented by a designated spokesperson.
4. Comments will not be tolerated that are uncivil, abusive, demeaning, hostile, intimidating or that bring disruption or disorder and could result in removal from the meeting.
5. Each person will be introduced by the chairperson and will be given up to three minutes to speak on that particular agenda item.
6. Board members may ask questions of any person who addresses the Board but are expected to refrain from arguing or debating issues as this is a time for public input, not debate or general dialogue. The RDA Board of Directors is not required to respond during the comments period.
7. Public comments regarding personnel issues will not be heard or addressed in any manner.

Northwest Indiana
RDA
Regional Development Authority

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